

**Municipal Services Committee**  
Regular Meeting  
Tuesday, March 5, 2019 5:00 pm  
Water & Light Shop, 15 Old Highway 92, Evansville, WI

**MINUTES**

1. **Call to Order.** Brooks called meeting to order at 5:00 p.m.
2. **Roll Call.** Brooks, Cole and Ladick were present. Also present were Kheen, Hurtley, Renly, Sergeant, Berquist, Bubolz, Jorgensen, Neely and members of the public.
3. **Civility Reminder.**
4. **Agenda.** Motion to approve the agenda moving item 10e to 11b. Ladick/Brooks. Motion passed 3-0.
5. **Minutes.** Motion to waive the reading and approve the minutes as printed from the January 29, 2019 regular Municipal Services meeting. Ladick/Brooks. Motion passed 3-0.
6. **Citizen Appearances.** None spoke.
7. **Customer Concerns.**
  - a. 10-1485-23 – Credit of \$93.60 for a ruptured water line. Ladick/Cole. Approved 3-0 upon roll call.
  - b. 18-2495-00 – Credit of \$63.32 for a running toilet. Approved 3-0 upon roll call.
8. **Director Report –**
  - a. **Main and Madison Intersection** – Renly reported that new warning signs for pedestrian traffic appears to be working and also stopping the use of the parking area as a turn lane.
  - b. **Parks and Recreation Report** – Renly reported the fish cribs are on Lake Leota, the pool roof bid came in close to budget, and the damn inspection is complete.
  - c. **AMI Project (Placeholder)** –There are approximately 25 electric meters and 927 water meters left by recent counts. The city recently received an award for safety and has submitted their RPS data.
  - d. **SCADA** – Renly reported that the SCADA system for water needs to be updated to match all the other recent updates. The current software is no longer supported and requires Windows XP platform. The upgrade includes a new computer.
9. **City Engineer Report**
  - a. **WWTP (Placeholder)** – Berquist reported that new upgrades are going well and wrapping up. Some parts like paving are waiting warmer weather to complete. There was a request to provide a tour of the facility to some children for education. The Committee agreed this was a good idea.
  - b. **2<sup>nd</sup> Street Reconstruction** – Bids came in on February 28<sup>th</sup>. Two bids were close to the engineer's estimate. Berquist and Bubolz of Town and Country Engineering recommend the bid from Maddrell. Motion to recommend the bid from Maddrell

Excavation in the amount of \$1,403,570.70 to Common Council. Cole/Ladick. Motion passed 3-0. We are looking at an April hearing for the preliminary assessment.

#### **10. Administrative Staff Report**

- a. **Review of Capital and Bonding.** Rigg gave a presentation on the current state of existing borrowings to debt and option to refinance debts plus issue new debt in 2019 to cover 2<sup>nd</sup> Street and a few other items of necessity. The Committee provided feedback that will go to Finance and the Common Council.
- b. **Policy.** Rigg gave a brief review of the policy changes and the responsibility of the Committee involving medical necessity postponements. Motion to approve Utility Account Policy and Procedure Manual. Ladick/Cole. Motion passed 3-0.
- c. **Land Division.** Sergeant gave a brief review of the parcel identified in the motion. The division is to separate an existing house from the farm land. This is not an ideal division but within the code. No known interferences with utilities is expected. Motion to recommend an extraterritorial land division application LD-2019-01 on parcel 6-20-199 and 6-20-380.1 to create a new lot. Cole/Ladick. Motion passed 3-0.
- d. **Land Division.** Sergeant gave a brief review of the parcel identified in the motion. This division is also for an existing house. There are no known interferences with utilities. Motion to recommend an extraterritorial land division application LD-2019-02 on parcel 6-20-199.4 to create a new lot. Cole/Ladick. Motion passed 3-0.
- e. **Green Tier Community discussion.** See below 11b.

**11. WPPI Report.** Neely reported they are investigating a customer issue. He continues to work with the School District and make himself available to help them with savings or funding through Focus on Energy, WPPI and other sources. The Committee reviewed potential electric car charging stations.

- a. **APPA Rally.** Brooks gave a report on the rally. Issues of pole attachments still remains. There is some traction on bond reform. Cyber security is very complex and a one size fits all approach is not preferred by the group.
- b. **Energy Independence Team.** Brooks reported on the benefits of being a green tier community. Many things we already accomplish but do not document/advertise.
- c. **Customer First.** Electric cars/fleets and nuclear power were big items of discussion.

**12. Old Business.** None.

**13. New Business.** There was a discussion on street signs. Color, size and special insignia were discussed. No decisions were made other than to go with the edged signs that are stronger.

**14. Upcoming Meeting Date.** March 26, 2019 at 5:00 pm.

**15. Closed Session:** motion to convene in closed session pursuant to Sec. 19.85(1)(e) of the Wis. Stats. to discuss obtaining public property(properties) or payment (payments), where discussion in open session would negatively impact the city's competitive or bargaining position. Upon completion, Municipal Services will not reconvene in open session. Cole/Ladick. Motion passed 3-0 on roll call at 6:45 pm.